

CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS CITY HALL COMMITTEE MEETING ROOM
UNAPPROVED MINUTES
October 5, 2005

**I.
Call to Order
and Roll Call**

Chair Ranker called the meeting to order at 7:00 p.m. Present were Commissioners Lee, Luna, Mohsin and Pham
Alternates present were Commissioners Fang, Queenan, and Villegas
Absent: Commissioners Abelardo, Choudhury, and Lind

**II.
Seating of
Alternates**

Alternates seated: Fang, Queenan, and Villegas

**III.
Pledge of
Allegiance**

Commissioner Queenan led the Pledge of Allegiance.

**IV.
Approval of
Agenda**

MOTION to approve the Agenda as submitted.

M/S: Mohsin, Luna

Ayes: 8

**V.
Approval of
Minutes**

MOTION to approve the minutes of September 7, 2005.

M/S: Mohsin, Fang

Ayes: 8

**VI.
Announcements**

Councilmember Polanski announced that the City Council accepted the recommendation of the CAC to remove Commissioner Cook based on his attendance in the bylaws and also accepted the resignation of Commissioner Iloreta. The Council also appointed Commissioner Fang to a regular voting member on the CAC. Commissioner Queenan was appointed to Alternate 1, Commissioner Villegas was appointed to Alternate 2, and Commissioner Choudhury was appointed to Alternate 3.

**VII.
Citizens' Forum**

Chair Ranker invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

**VIII.
Liaison Reports**

a. City Council

Councilmember Polanski introduced herself to the Commission and gave a brief summary of the most recent City Council items. The Council approved the CDBG recommendation of 25% to Recreation Services and allocated \$10,000 annually out of the RDA 20% set aside for Project Sentinel. The Odor Control Action Plan update was discussed at the meeting; in the month of September there were only 7 complaints. It

appears some of the problems have been lifted. The Council is still working on trying to assist in a new location for the Farmers Market.

IX. New Business

a. Neighborhood Beautification Appreciation – 2005 Annual Awards Program.

Staff presented a PowerPoint presentation on the Neighborhood Beautification Awards for 2005. Staff received 13 nominations by the deadline of August 31, 2005. Staff nominated one staff choice award and 3 properties to ensure all categories were represented for a total of 17 nominations. The subcommittee toured the sites on September 19, 2005 and made their selections. The winners will receive a \$100.00 gift certificate from Home Depot and declaration. In addition, all nominees will receive a certificate of appreciation. The results will be posted on the City's website, Cable TV and in the Milpitas Post. The awards will be distributed by the City Council at their November 15, 2005 meeting with a break for refreshments and a celebration.

Vice-Chair Mohsin suggested getting more advertisement done next year. Commissioner Pham suggested putting flyers on businesses to advertise.

Chair Ranker asked how the selection process is done. Staff stated that the subcommittee does the selection.

MOTION to approve the subcommittee and staff's NBO 2005 award recommendations.

M/S: Pham, Mohsin

Ayes: 8

b. Subcommittee/Task Force Status Reports.

Neighborhood Preservation (Lee, Mohsin, Queenan, and Luna)

Commissioner Queenan handed out a letter that was given out at the National Night-Out. Commissioner Queenan suggested distributing this letter to other Commissions to solicit feedback to the CAC.

Chair Ranker asked staff if this item could be put on a future agenda. Staff stated that the Commission could make a motion to put this item on the agenda for a future date.

MOTION to put this item on the agenda for review and discussion at the November 2, 2005 meeting.

M/S: Queenan, Lee

Ayes: 8

c. Heritage Tree Ordinance.

Carol Randisi, Trees and Landscape Senior Supervisor, gave a presentation on the Heritage Tree Program. She has prepared amendments to the City of Milpitas Tree and Planting Ordinance to include the Heritage Tree Program. She stated the amendments would incorporate a new Heritage Tree Program into the existing Tree and Planting chapter of the Milpitas Municipal Code. The program would increase public awareness of the important contributions of trees to the residents of Milpitas. The program would recognize and protect individual trees or grove of trees.

Staff stated any person with the written consent of the property owner may request a heritage tree designation. To nominate a tree, a heritage tree nomination form must be completed and submitted to the Public Works Department along with a site map of the tree location, picture of the tree, and documentation of protective measures. Nominations are reviewed by the CAC in January, May and October of each year. Trees recommended for heritage tree status will be forwarded to the City Council for

designation. After City Council approves a heritage tree designation, the City Clerk will notify the property owner in writing.

Chair Ranker asked staff what the advantage is to the property owner by agreeing to the nomination. Staff stated that the homeowner would get recognition and the City would provide advise on terms of how to protect and nurture the tree. Most of the trees are in commercial or industrial areas.

Commissioner Villegas asked how are the trees identified. Staff stated that there would be a file on the website to identify these trees. This has not been built into the program yet. Commissioner Villegas also asked if the trees that the City maintains included in this program. Staff stated they are not only trees on private property.

Commissioner Fang asked how does the City decide to remove a tree. Staff stated the City's arborist goes to the property to inspect and asks the property owner why they wish to remove the tree.

Vice-Chair Mohsin asked if the ordinance is on the website. Staff stated that the original copy is on the web.

Chair Ranker asked staff how to proceed and bring this item back to the CAC for review. Councilmember Polanski suggested that the Commission go forward with the recommendation to City Council and then add this item to the CAC Work Plan as an educational process.

MOTION to recommend that the City Council amend the City of Milpitas Tree and Planting Ordinance to include the Heritage Tree Program as shown in the staff report.

M/S: Mohsin, Ranker

Ayes: 8

**X.
Adjournment**

Chair Ranker adjourned the meeting at 8:26 p.m. to the November 2, 2005 meeting.

Respectfully submitted,

Yvonne Andrade, Recording Secretary